

## Dual Credit Scholarship Program

June 2016

An Executive Order is being issued by Governor Bevin to establish the framework for the Dual Credit Scholarship (DCS) program. The purpose of the program is to ensure Kentucky public high school students have access to free dual credit coursework so they may obtain the education and skills needed to succeed in the workforce. The Kentucky Higher Education Assistance Authority (KHEAA) is the state agency responsible for administration of the DCS program.

### Definitions

The following definitions are provided for the purposes of the program:

“Academic year” means the fall and spring consecutive semesters within a period that begins July 1 of one (1) calendar year and ends June 30 of the next succeeding calendar year.

“Dual credit” is defined in KRS 154.007(8) as a college-level course of study developed in accordance with KRS 164.098 in which a high school student receives credit from both the high school and postsecondary institution in which the student is enrolled upon completion of a single class or designated program of study.

“Dual Credit Tuition Rate Ceiling” is equal to one-third of the Kentucky Community and Technical College System (KCTCS) in-state hourly tuition rate.

“Dual enrollment” is defined in KRS 154.007(9) as a college-level course of study developed in accordance with KRS 164.098 in which a student is enrolled in a high school and postsecondary institution simultaneously, but does not receive credit from both entities. Dual enrollment courses are not supported through this scholarship.

“Eligible dual credit course” means a course offered to an eligible high school student that is either a career and technical education dual credit course within a state-approved career pathway leading to an industry recognized credential, or a general education dual credit course.

“Eligible high school” means a Kentucky public high school, the Kentucky School for the Blind, and the Kentucky School for the Deaf.

“Participating postsecondary institution (PPI)” means a Kentucky postsecondary institution that has executed a Dual Credit Participation Agreement with KHEAA and is either part of the Kentucky Community and Technical College System, a four-year public institution, or a regionally accredited private institution headquartered in the Commonwealth of Kentucky.

“Passing grade” means completion of a dual credit course with a grade greater than or equal to D-. For the purposes of the DCS program, withdrawal from a course after the postsecondary institution’s drop/add period is treated the same as a failing grade.

“Local Education Agency (LEA)” means a public local board of education or other legally constituted public authority that has either administrative control or direction of public elementary or secondary schools in a school district or other political subdivision of the Commonwealth.

## **Student Eligibility**

To be eligible for a Dual Credit Scholarship, a student must:

- Be a Kentucky resident; and
- Be enrolled in a Kentucky public high school; and
- Be enrolled in an eligible dual credit course at a participating postsecondary institution; and
- Complete a 30-minute college success counseling session each year of scholarship eligibility.

Eligible students may be awarded funds for up to two (2) courses per academic year, not to exceed nine (9) credit hours over the course of their high school career. Once a DCS is awarded for a dual credit course, the course shall count toward the student's course limit, even if the student subsequently withdraws or fails the course. DCS funds may not be used for remedial or developmental coursework, or to repeat failed or withdrawn dual credit coursework.

## **Program overview**

The total amount of available funding is \$7.5 million for the 2016-2017 academic year and \$7.5 million for the 2017-2018 academic year. KHEAA will allocate a portion of the available funding to each eligible high school based on each school's 12th grade enrollment in the previous academic year. LEAs will be notified of their respective high schools' allocation no later than July 1, 2016 for the 2016-2017 year; and May 1 for each year thereafter.

One-half of each school's annual allocation will be available each semester. Should an individual school be unable to fully utilize their allocation, KHEAA may reduce the amount allocated for the semester and make it available to schools that have scholarship needs in excess of their initial allocation. KHEAA will notify LEAs of additional allocation availability and the procedures for requesting an allocation increase by November 15 for the fall semester and April 15 for the spring semester.

The Dual Credit Tuition Rate Ceiling is \$52 per credit hour for the 2016-2017 year. Postsecondary institutions participating in the program must agree to charge no more than the Dual Credit Tuition Rate Ceiling for dual credit courses. Institutions may offer coursework at a rate that is less than the Dual Credit Tuition Rate Ceiling. However, the rate ceiling is non-negotiable. This means the maximum rate is the same regardless of course location, instructors, or course delivery method. The dual credit rate is also the same for all public high school students, regardless if they enroll in an eligible course or have exhausted their DCS eligibility. No additional fees may be charged, including but not limited to, special equipment or laboratory fees.

Postsecondary institutions must notify KHEAA of their intent to participate in the DCS program each academic year. Intent must be declared no later than July 8, 2016 for participation in the 2016-2017 year; and no later than April 1 for each academic year thereafter. KHEAA will provide a Program Participation Agreement for execution, confirming the institution understands and will comply with the terms of the program.

KHEAA will make a list of participating postsecondary institutions available to LEAs by July 15, 2016 for the 2016-2017 year; and by April 15 for each year thereafter.

LEAs and PPIs may negotiate and enter into agreements with one another. Negotiable items may include, but are not limited to, rates less than the Dual Credit Tuition Rate Ceiling, data sharing, billing

and PSD payment to PPIs for dual credit coursework, and which entity is responsible for failed or withdrawn coursework.

If LEAs negotiate for a rate less than the Dual Credit Tuition Rate Ceiling, they may retain any DCS funds awarded in excess of the negotiated rate. LEAs must use the excess funds only for expenses necessary to provide dual credit courses. These expenses include, but are not limited to, students' transportation to and from postsecondary institutions, technology expenses necessary to provide the course, scholarships for high school teachers to gain qualifications to teach dual credit courses, required textbooks for students enrolled in dual credit courses, college and career success programming, and stipends to high school faculty for dual credit instruction.

At the beginning of each semester, eligible high schools will apply to KHEAA for Dual Credit Scholarships for each eligible student and identify the course(s) being taken by each student for DCS consideration. KHEAA will provide details regarding the application process to high schools prior to August 2016. Once the dual credit enrollment data is reported by the high schools, KHEAA will send information to the participating postsecondary institution to designate which courses are or are not covered by the scholarship program. PPIs may only bill students for coursework that is not eligible for DCS program funding.

By November 1 for the fall semester and April 1 for the spring semester, KHEAA will estimate the potential DCS amounts for students at each high school and disburse approximately 80% of the funding to LEAs, not to exceed each high school's allocation. LEAs shall remit payment for dual credit coursework to PPIs within 15 days of receiving DCS funds from KHEAA.

Within fifteen (15) days of the end of each semester, KHEAA will request enrollment and course completion information from PPIs to determine the final payment amount owed to LEAs for eligible students' dual credit coursework. KHEAA will disburse DCS funds to LEAs for each dual credit course completed by an eligible student with a passing grade within thirty (30) days after final verification. Should the final DCS amount be less than the amount advanced to the LEA during the middle of the semester, KHEAA will notify the LEA of the amount and procedure for returning funds.

KHEAA shall report program information to the Kentucky Education and Workforce Development Cabinet, the Council on Postsecondary Education and the Kentucky Department of Education by August 1 each year.

LEAs shall report all dual credit program revenues and expenditures in detail to the Kentucky Department of Education annually.